

TO: Principals and Administrators of Nonpublic Schools
FROM: Julia Cowell, Director, Federal Programs
DATE: September, 2016
RE: Annual Nonpublic School Registration

Nonpublic schools are asked to submit their annual Nonpublic School Registration information through a web-based registration process. If you do not have access to the internet, please contact our office. We will be hosting a Nonpublic webinar on September 30th. We highly recommend your participation in this year's webinar as the online process has a new layout which will include public school district participation as well. Please see attachment for additional information.

The web-based Nonpublic Registration Form will be available by October 3rd through the DESE Web Applications web page at <https://Apps.dese.mo.gov/weblogin/login.aspx>. Use the following steps:

- Login with Web Application user ID and password.
- Under "DESE Web Applications", choose "Nonpublic Registration Form".

The information from the Nonpublic School Registration forms will be used for the following purposes:

- To prepare a list of low-income schools. The teachers in these schools may be eligible for full or partial cancellation of loans they obtained under the Federal Perkins Loans program and the National Direct Student Loans programs.
- To enable nonpublic school participation in one or more federal programs under the No Child Left Behind program. These federal programs include: Title I - Improving the Academic Achievement of the Disadvantaged; Title II.A - Teacher and Principal Training and Recruiting Fund; and Title III - English Language Learners.
- Nonpublic count used for Public School Special Education IDEA Part B allocation calculation. IDEA requires school districts to set aside a proportionate share amount of IDEA funds for parentally placed private school students with disabilities.
- To generate nomination applications for the MO Fine Arts Academy and the MO Scholars Academy
- For general statistical purposes related to projecting population shifts, changes in school-age population, etc.

The web-based Nonpublic School Registration must be submitted **no later than November 30, 2016**. After that date, the public school districts will review the Nonpublic Registrations submitted for their districts and will accept or decline information the Nonpublic School has submitted. If any information has been declined, the Nonpublic School will make necessary changes before resubmitting to the public school district.

Title I regulations state that funds for services to nonpublic school children are determined by the number of economically deprived private school children who reside in Title I participating public schools. Funds to be spent in other Federal Programs are determined by the enrollment counts of private school children. It is imperative that nonpublic and public school personnel work together to assure that nonpublic enrollment and economic deprivation counts are accurate. This data is essential in the allocation process. Please contact the public Local Education Agency (LEA) if you need assistance in determining geographic boundaries.

Although submission of the Nonpublic School Registration form is voluntary, your administrator should give it careful consideration. Under regulations of the State Board of Education, teachers in nonpublic schools that do not report will not be considered for loan cancellation benefits, nor can we allocate funds to nonpublic schools under the above mentioned programs without the appropriate data.

Thank you for your efforts to make federal program services available to children enrolled in nonpublic schools. If you have questions regarding the Nonpublic Registration process, please contact my office at (573) 751-3468 or email webreplyfgm@dese.mo.gov.